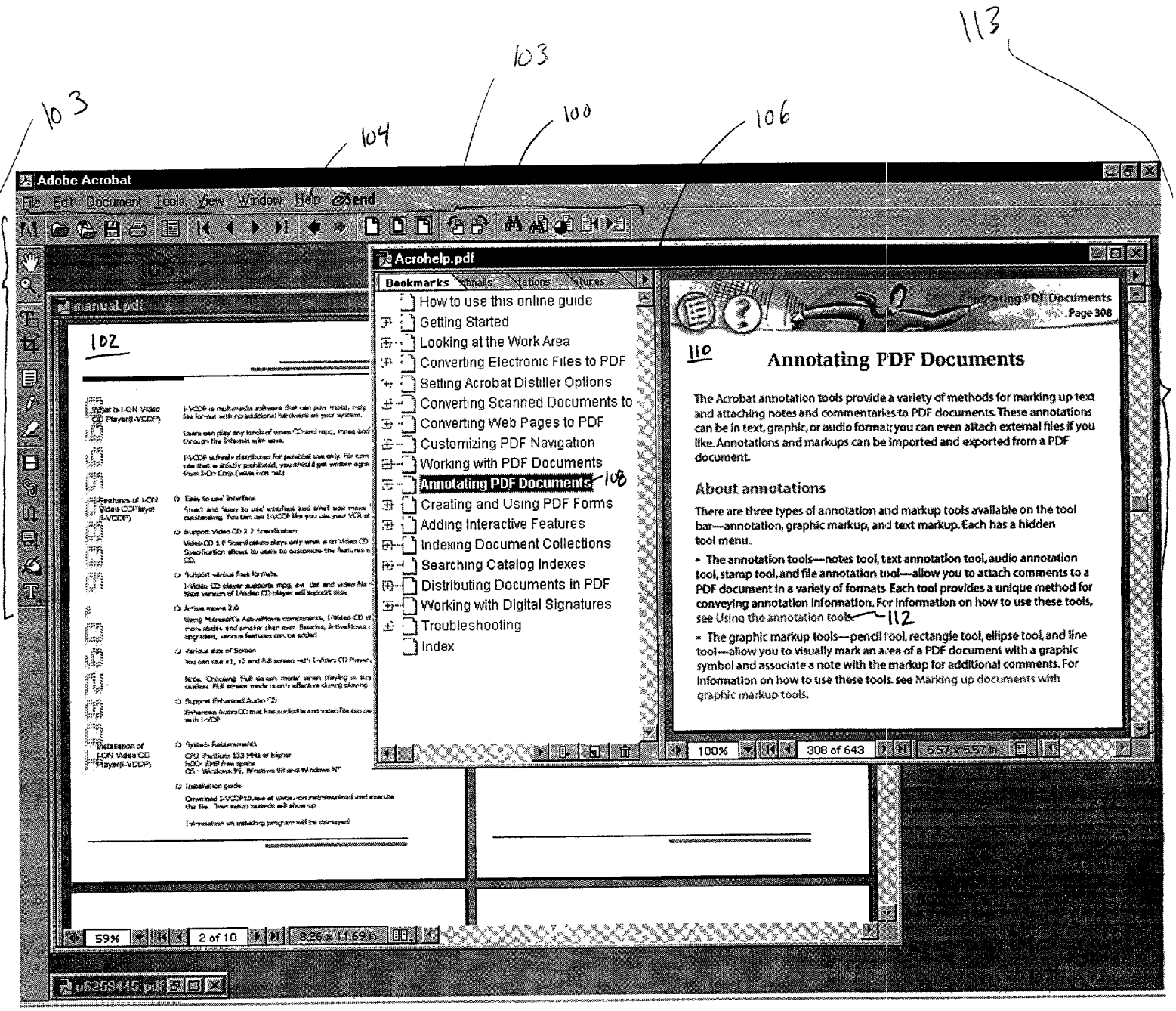
103
103
104
100
106
113
Adobe Acrobat
File Edit Document Tools View Window Help Send
manual.pdf
102
Acrohelp.pdf
Bookmarks
How to use this online guide
Getting Started
Looking at the Work Area
Converting Electronic Files to PDF
Setting Acrobat Distiller Options
Converting Scanned Documents to
Converting Web Pages to PDF
Customizing PDF Navigation
Working with PDF Documents
Annotating PDF Documents
Creating and Using PDF Forms
Adding Interactive Features
Indexing Document Collections
Searching Catalog Indexes
Distributing Documents in PDF
Working with Digital Signatures
Troubleshooting
Index
108
Annotating PDF Documents
Page 308
110
Annotating PDF Documents
The Acrobat annotation tools provide a variety of methods for marking up text and attaching notes and commentaries to PDF documents. These annotations can be in text, graphic, or audio format; you can even attach external files if you like. Annotations and markups can be imported and exported from a PDF document.
About annotations
There are three types of annotation and markup tools available on the tool bar—annotation, graphic markup, and text markup. Each has a hidden tool menu.
• The annotation tools—notes tool, text annotation tool, audio annotation tool, stamp tool, and file annotation tool—allow you to attach comments to a PDF document in a variety of formats. Each tool provides a unique method for conveying annotation information. For information on how to use these tools, see Using the annotation tools
112
• The graphic markup tools—pencil tool, rectangle tool, ellipse tool, and line tool—allow you to visually mark an area of a PDF document with a graphic symbol and associate a note with the markup for additional comments. For information on how to use these tools, see Marking up documents with graphic markup tools.
100%
308 of 643
59%
2 of 10
8.26 x 11.69 in
6559445.pdf

FIG. 1

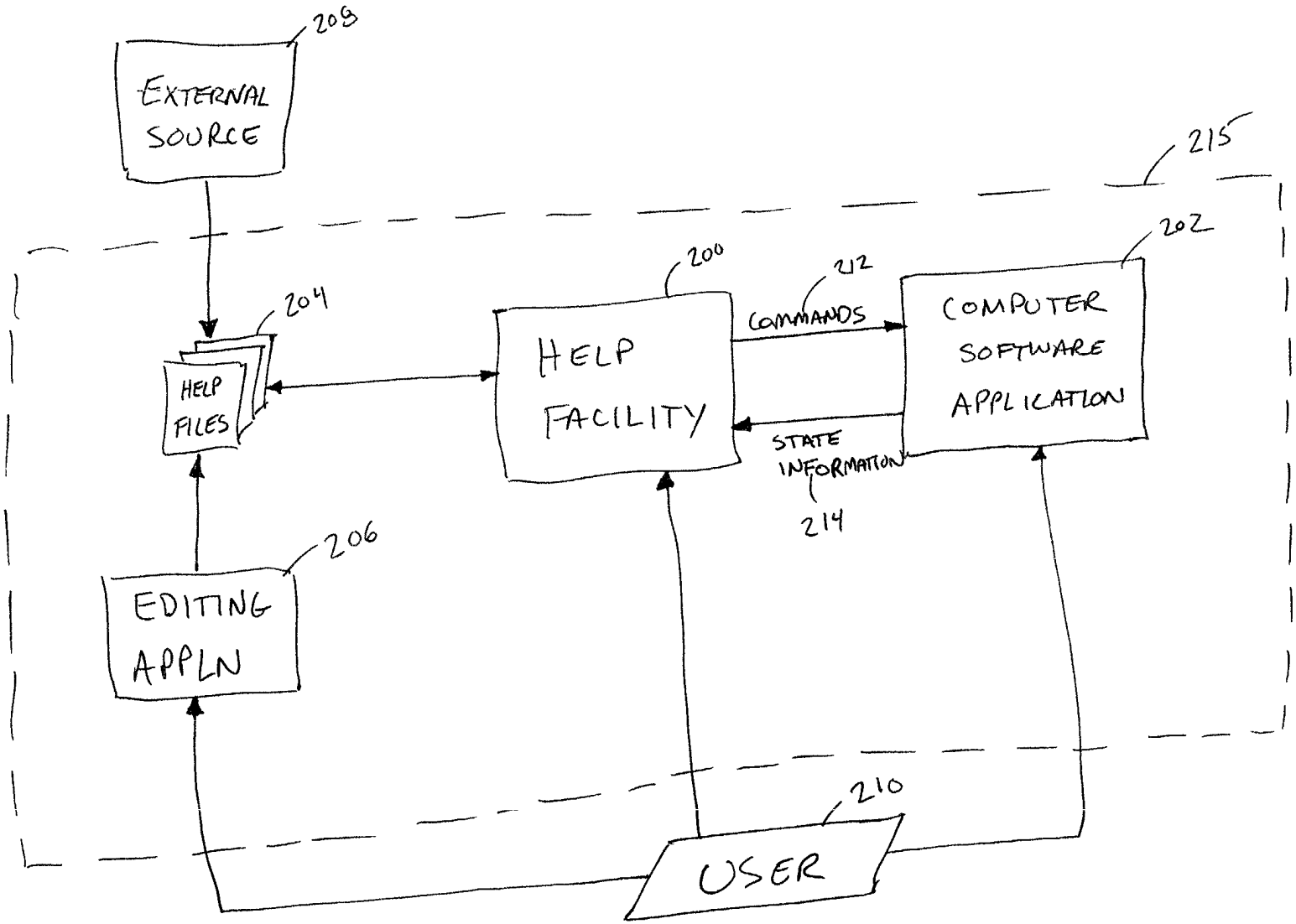
208
EXTERNAL SOURCE
215
202
200
212
COMMANDS
COMPUTER SOFTWARE APPLICATION
204
HELP FILES
HELP FACILITY
STATE INFORMATION
214
206
EDITING APPLN
210
USER

FIG. 2

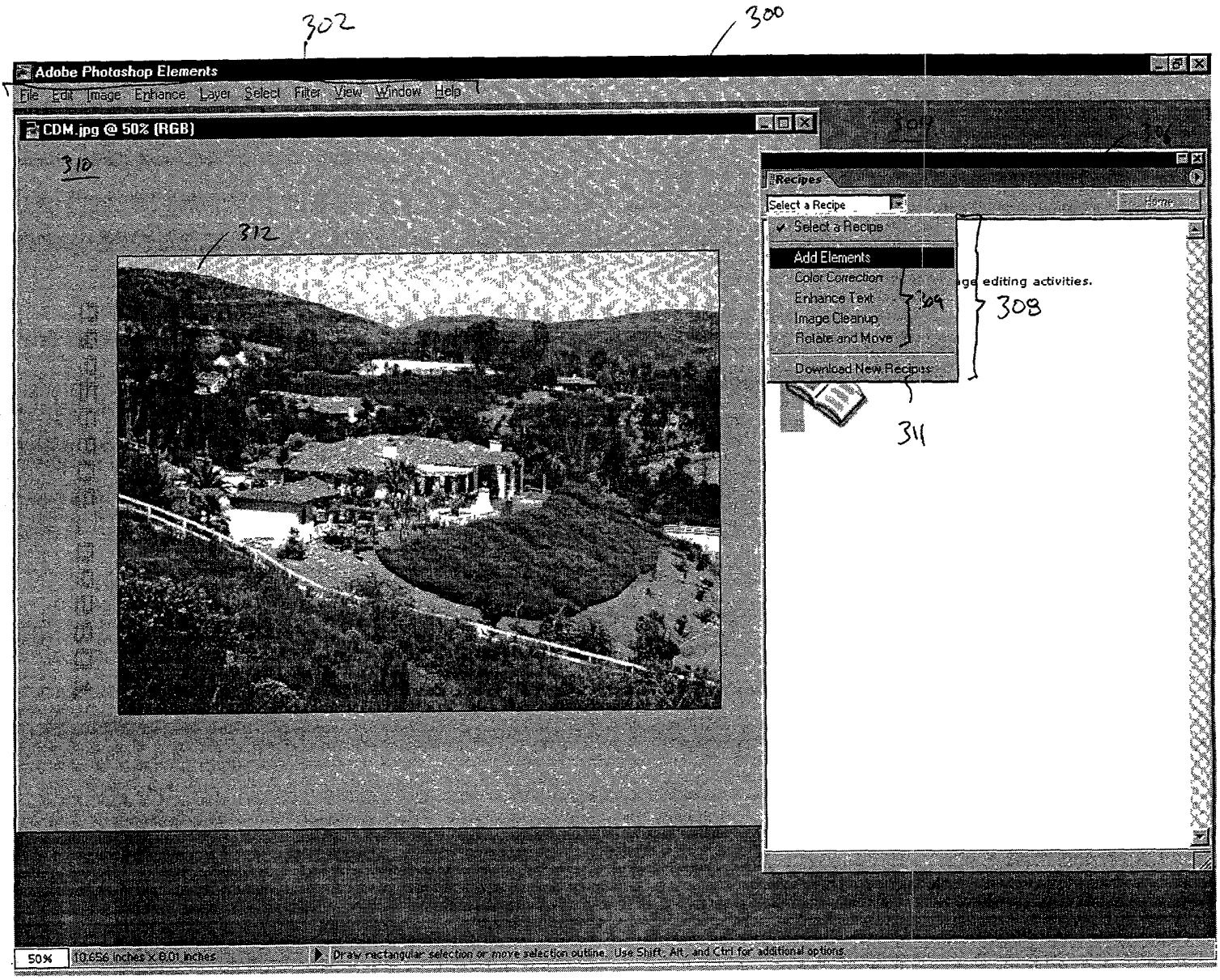
302
300
Adobe Photoshop Elements
File Edit Image Enhance Layer Select Filter View Window Help
CDM.jpg @ 50% (RGB)
310
312
Recipes
Select a Recipe
Select a Recipe
Add Elements
Color Correction
Enhance Text
Image Cleanup
Rotate and Move
Download New Recipes
editing activities.
309
308
311
50%
10.656 inches x 8.01 inches
Draw rectangular selection or move selection outline. Use Shift, Alt, and Ctrl for additional options.

FIG. 3A

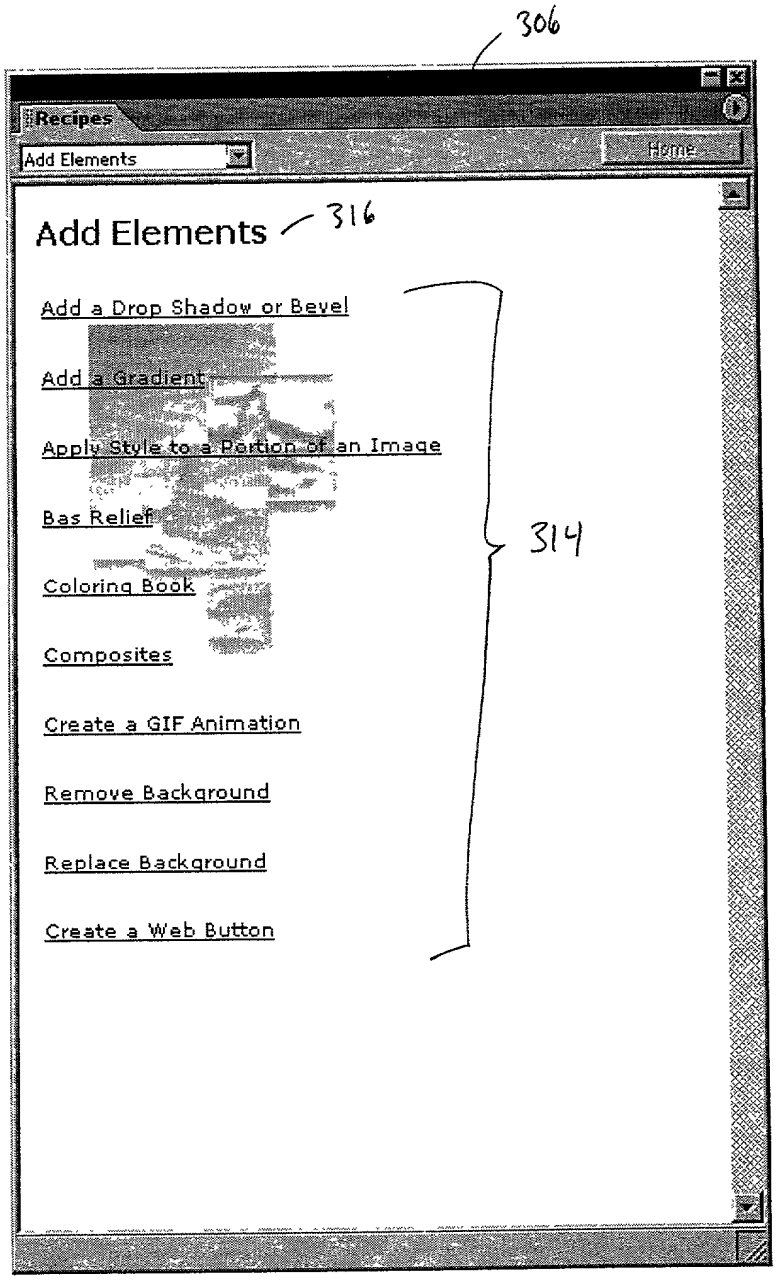
306
Recipes
Add Elements
Home
Add Elements
316
Add a Drop Shadow or Bevel
Add a Gradient
Apply Style to a Portion of an Image
Bas Relief
Coloring Book
Composites
Create a GIF Animation
Remove Background
Replace Background
Create a Web Button
314

FIG. 3B

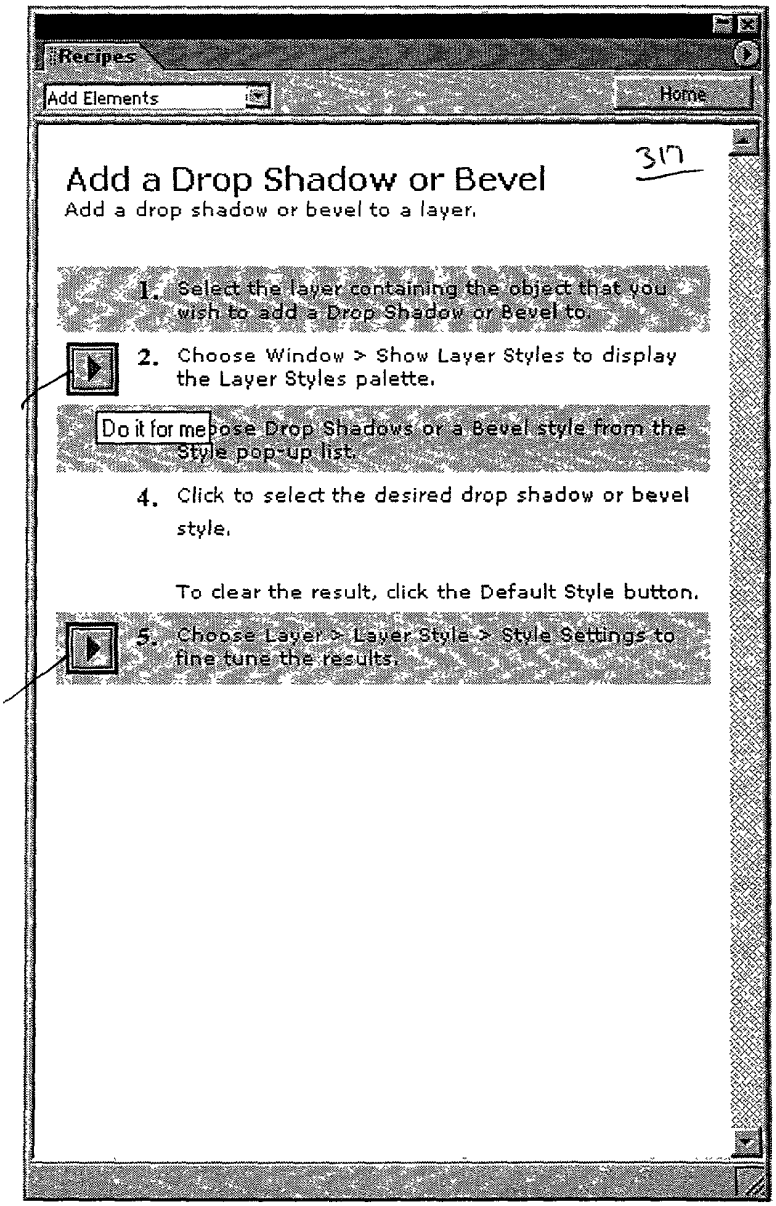
Recipes
Add Elements
Home
317
Add a Drop Shadow or Bevel
Add a drop shadow or bevel to a layer.
1. Select the layer containing the object that you wish to add a Drop Shadow or Bevel to.
2. Choose Window > Show Layer Styles to display the Layer Styles palette.
318
Do it for me
pose Drop Shadows or a Bevel style from the Style pop-up list.
4. Click to select the desired drop shadow or bevel style.
To clear the result, click the Default Style button.
5. Choose Layer > Layer Style > Style Settings to fine tune the results.
320

FIG. 3C

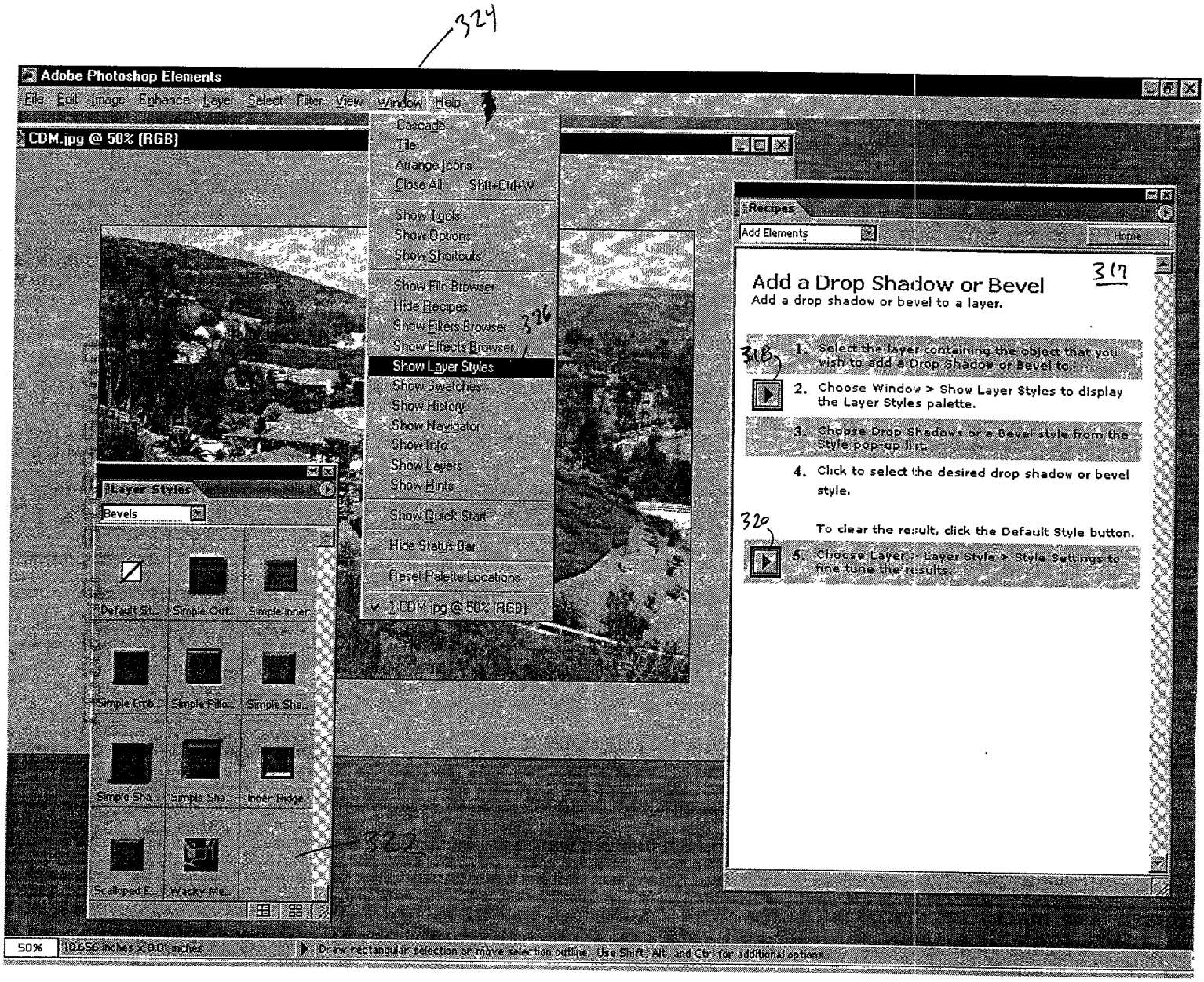
324
Adobe Photoshop Elements
File Edit Image Enhance Layer Select Filter View Window Help
CDM.jpg @ 50% (RGB)
Cascade
Tile
Arrange Icons
Close All Shift+Ctrl+W
Show Tools
Show Options
Show Shortcuts
Show File Browser
Hide Recipes
Show Filters Browser
Show Effects Browser
Show Layer Styles
Show Swatches
Show History
Show Navigator
Show Info
Show Layers
Show Hints
Show Quick Start
Hide Status Bar
Reset Palette Locations
1 CDM.jpg @ 50% (RGB)
326
Layer Styles
Bevels
Default St...
Simple Out...
Simple Inner
Simple Emb...
Simple Pillo...
Simple Sha...
Simple Sha...
Simple Sha...
Inner Ridge
Scalloped E...
Wacky Me...
322
Recipes
Add Elements
Home
Add a Drop Shadow or Bevel
Add a drop shadow or bevel to a layer.
317
318
1. Select the layer containing the object that you wish to add a Drop Shadow or Bevel to.
2. Choose Window > Show Layer Styles to display the Layer Styles palette.
3. Choose Drop Shadows or a Bevel style from the Style pop-up list.
4. Click to select the desired drop shadow or bevel style.
To clear the result, click the Default Style button.
320
5. Choose Layer > Layer Style > Style Settings to fine tune the results.
50%
10.656 inches x 8.01 inches
Draw rectangular selection or move selection outline. Use Shift, Alt, and Ctrl for additional options.

FIG. 3D

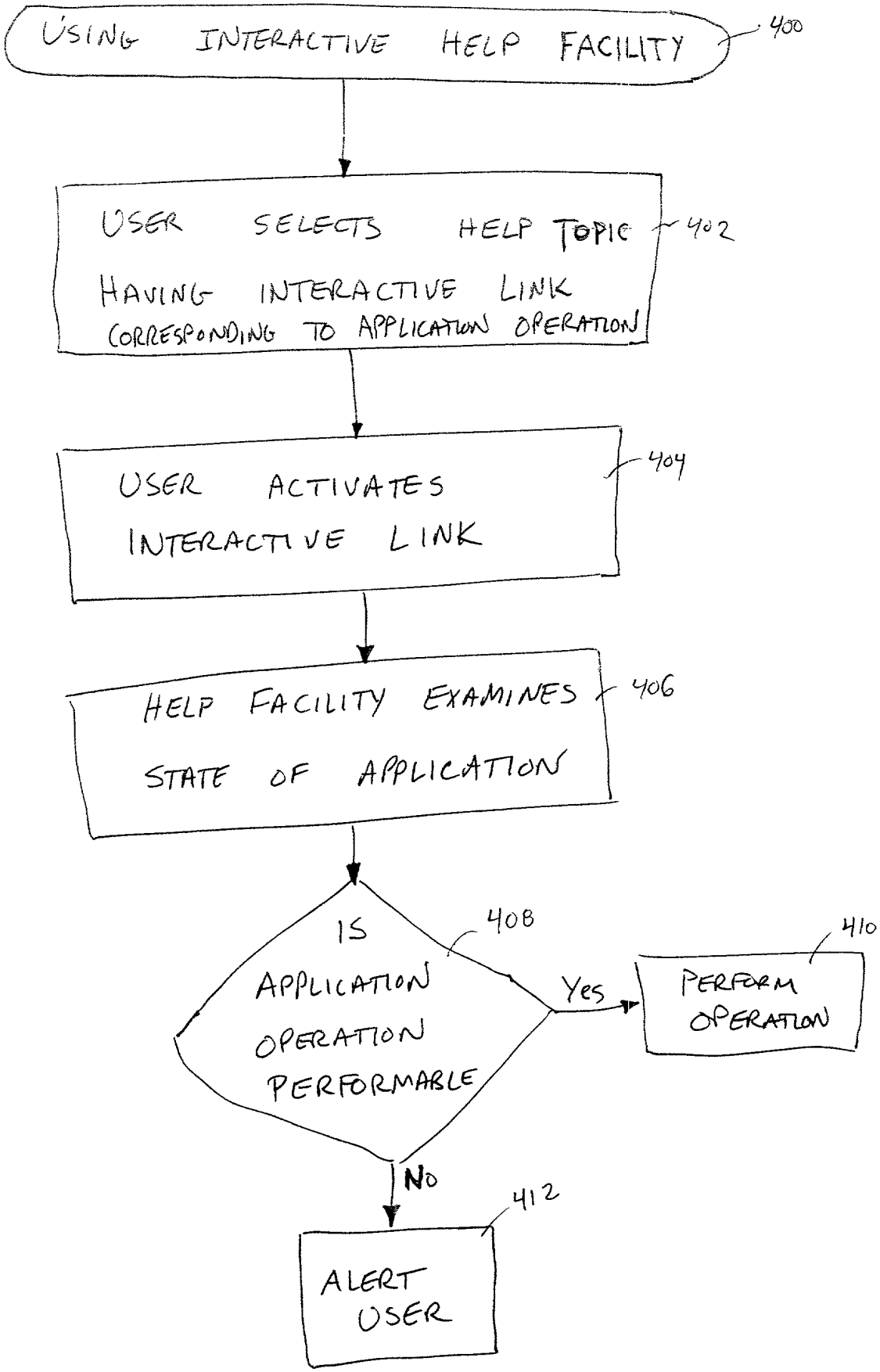
USING INTERACTIVE HELP FACILITY
400
USER SELECTS HELP TOPIC HAVING INTERACTIVE LINK CORRESPONDING TO APPLICATION OPERATION
402
USER ACTIVATES INTERACTIVE LINK
404
HELP FACILITY EXAMINES STATE OF APPLICATION
406
IS APPLICATION OPERATION PERFORMABLE
408
Yes
PERFORM OPERATION
410
No
ALERT USER
412

FIG. 4

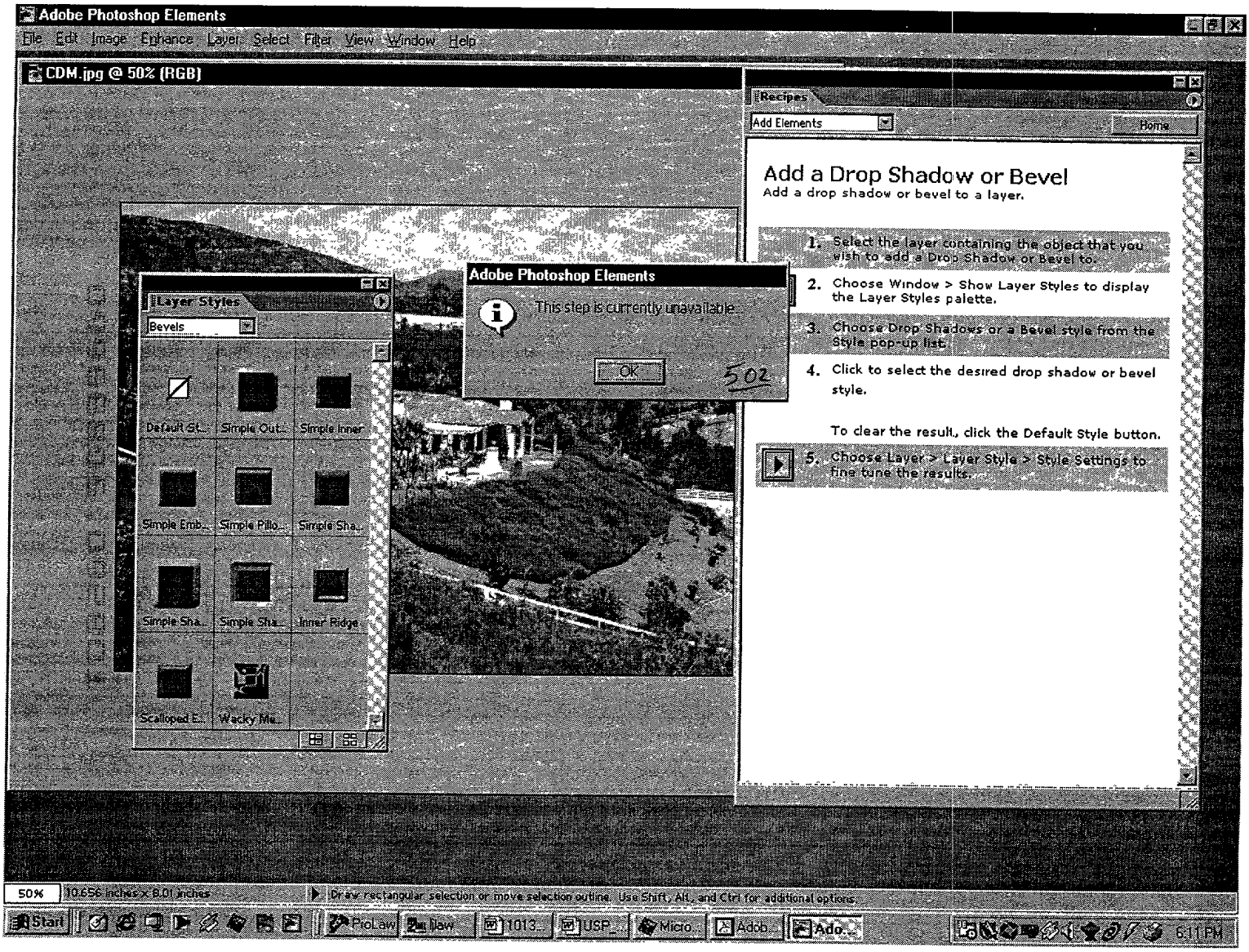
Adobe Photoshop Elements
File Edit Image Enhance Layer Select Filter View Window Help
CDM.jpg @ 50% (RGB)
Layer Styles
Bevels
Default St...
Simple Out...
Simple Inner
Simple Emb...
Simple Pillo...
Simple Sha...
Simple Sha...
Simple Sha...
Inner Ridge
Scalloped E...
Wacky Me...
Adobe Photoshop Elements
This step is currently unavailable.
OK
502
Recipes
Add Elements
Home
Add a Drop Shadow or Bevel
Add a drop shadow or bevel to a layer.
1. Select the layer containing the object that you wish to add a Drop Shadow or Bevel to.
2. Choose Window > Show Layer Styles to display the Layer Styles palette.
3. Choose Drop Shadows or a Bevel style from the Style pop-up list.
4. Click to select the desired drop shadow or bevel style.
To clear the result, click the Default Style button.
5. Choose Layer > Layer Style > Style Settings to fine tune the results.
50%
10.656 inches x 8.01 inches
Draw rectangular selection or move selection outline. Use Shift, Alt, and Ctrl for additional options.
Start
ProLaw
Ado...
6:11 PM

FIG. 5

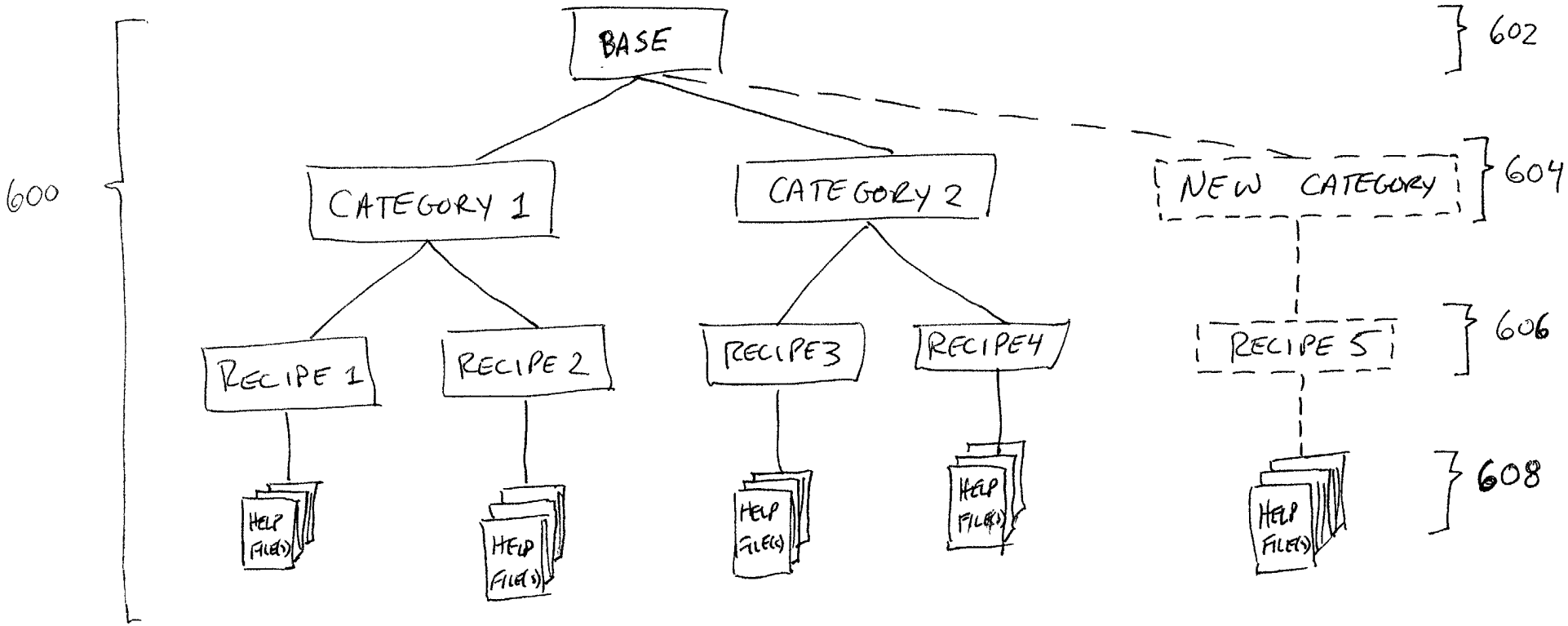
BASE
602
600
CATEGORY 1
CATEGORY 2
NEW CATEGORY
604
RECIPE 1
RECIPE 2
RECIPE 3
RECIPE 4
RECIPE 5
606
HELP FILE(S)
HELP FILE(S)
HELP FILE(S)
HELP FILE(S)
HELP FILE(S)
608

FIG. 6

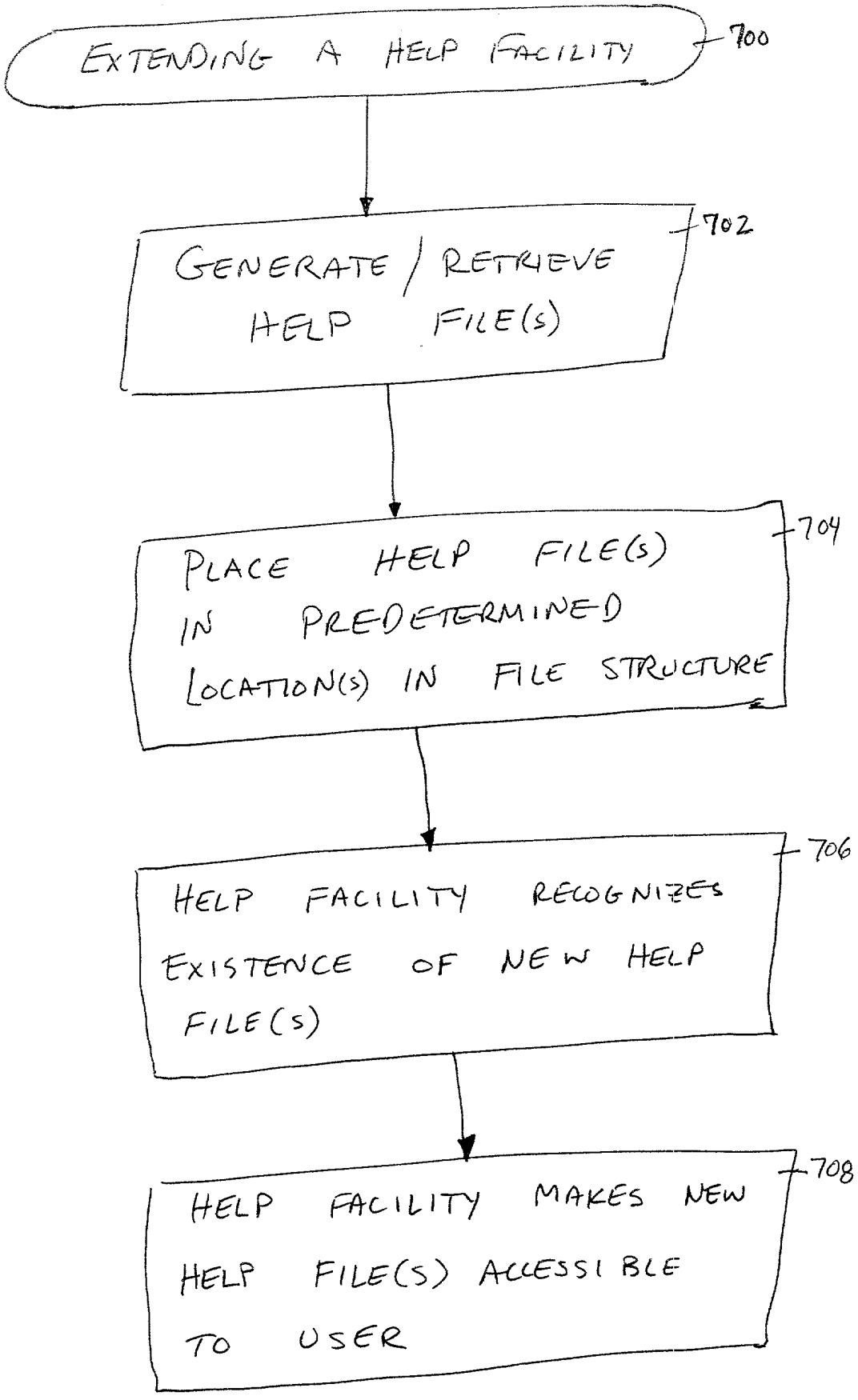
EXTENDING A HELP FACILITY
700
GENERATE / RETRIEVE HELP FILE(S)
702
PLACE HELP FILE(S) IN PREDETERMINED LOCATION(S) IN FILE STRUCTURE
704
HELP FACILITY RECOGNIZES EXISTENCE OF NEW HELP FILE(S)
706
HELP FACILITY MAKES NEW HELP FILE(S) ACCESSIBLE TO USER
708

FIG. 7

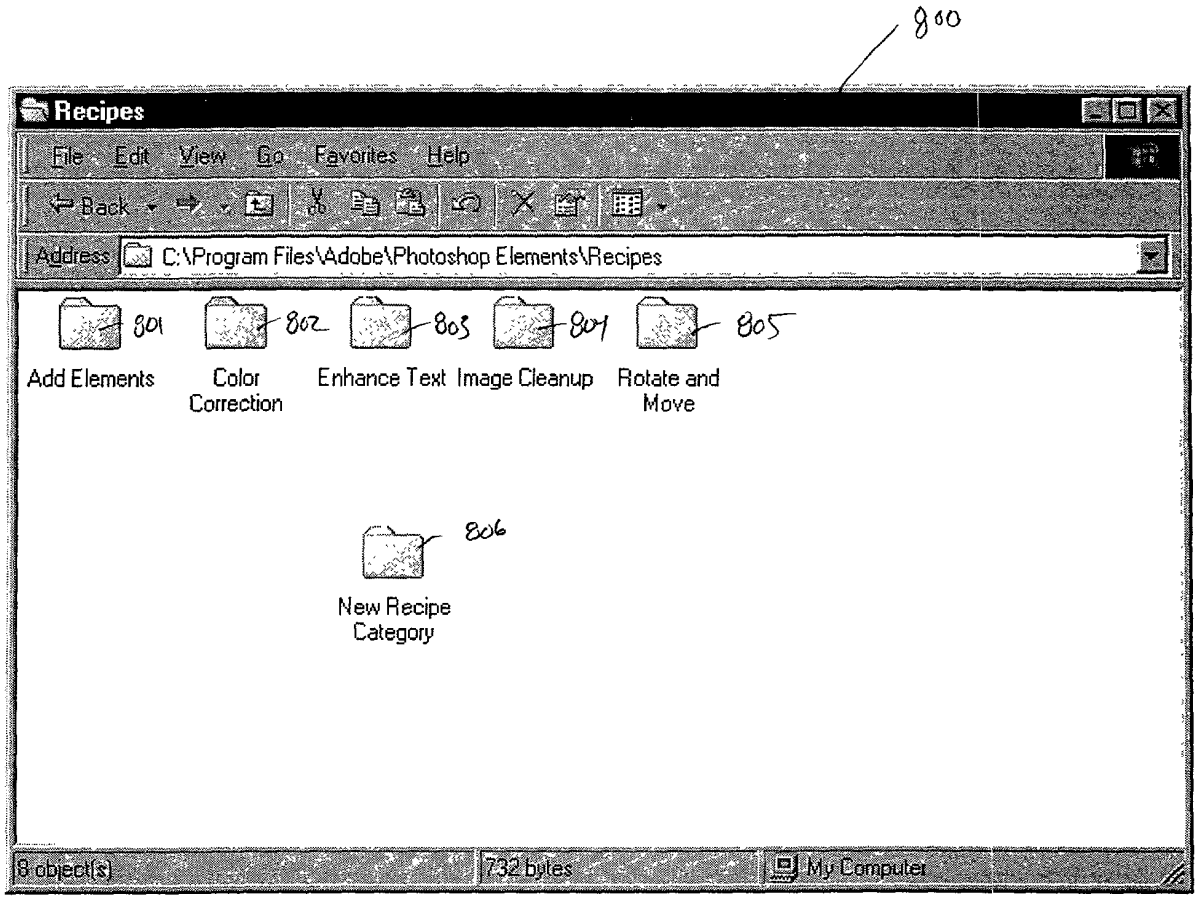
800
Recipes
File Edit View Go Favorites Help
Back
Address C:\Program Files\Adobe\Photoshop Elements\Recipes
801
802
803
804
805
Add Elements
Color Correction
Enhance Text
Image Cleanup
Rotate and Move
806
New Recipe Category
8 object(s)
732 bytes
My Computer

FIG. 8A

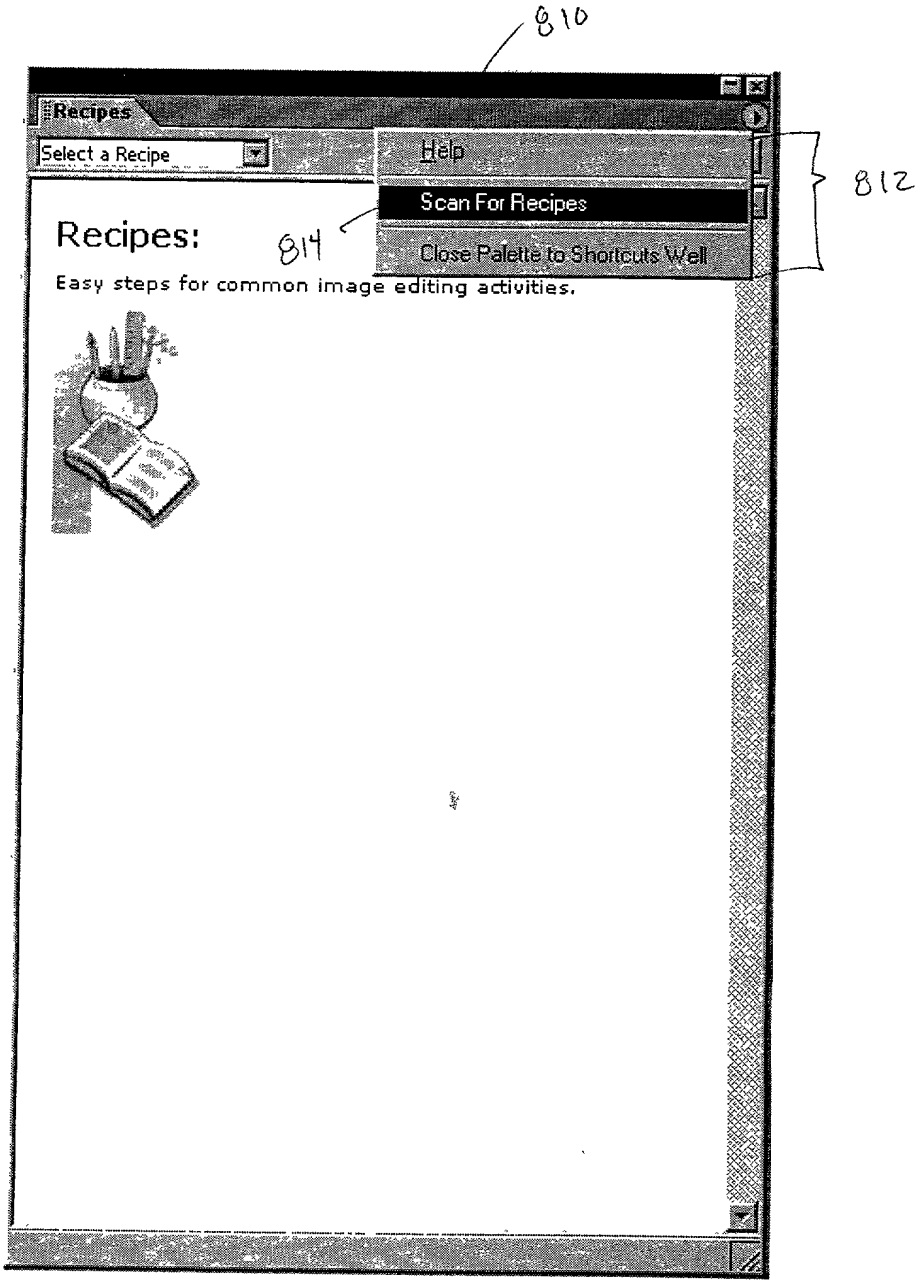
810
Recipes
Select a Recipe
Help
Scan For Recipes
Close Palette to Shortcuts Well
812
814
Recipes:
Easy steps for common image editing activities.

FIG. 8B

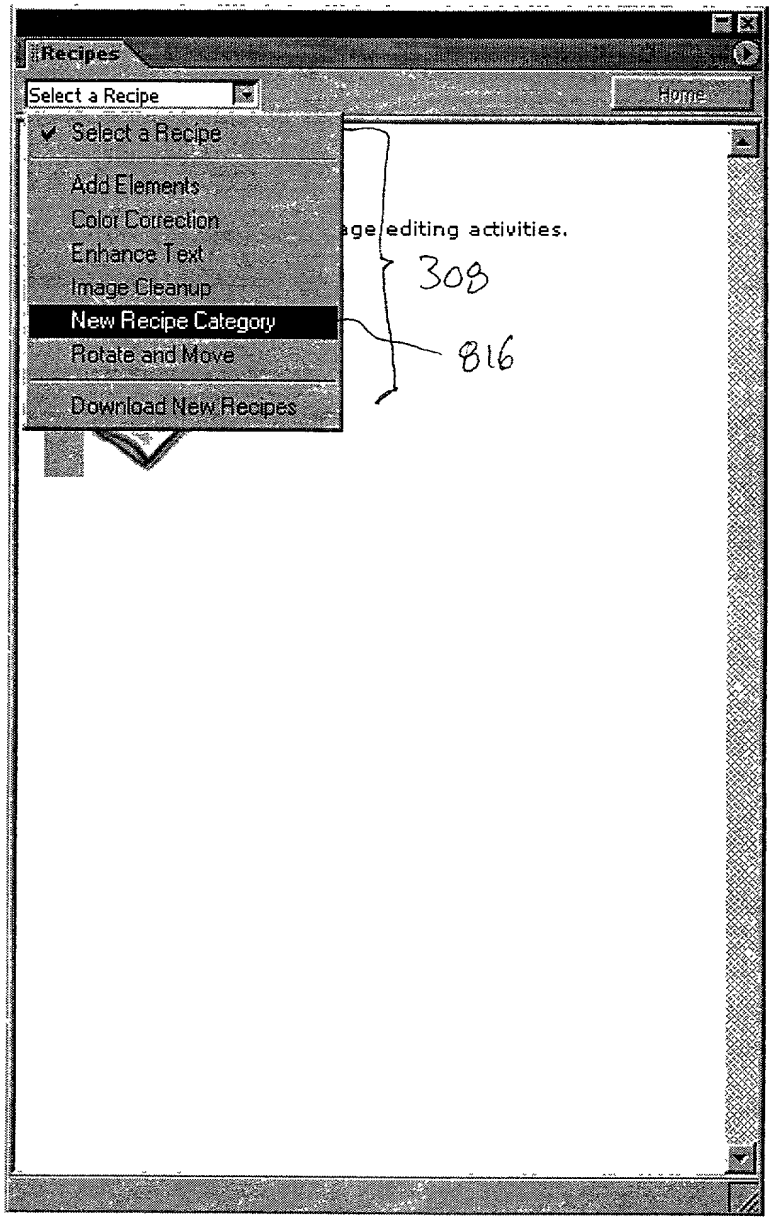
Recipes
Select a Recipe
Home
Select a Recipe
Add Elements
Color Correction
Enhance Text
Image Cleanup
New Recipe Category
Rotate and Move
Download New Recipes
editing activities.
309
816

FIG. 8C